

Hamilton County Law Library Resources Board
Minutes
July 13, 2017

A regularly scheduled meeting of the Hamilton County Law Library Resources Board (HCLLRB) was held on July 13, 2017 in the Board Room of the Hamilton County Law Library. Board members in attendance were James T. O'Reilly, John Cobey, Michael G. Florez and Justin Flamm. Lauren Morrison, Law Librarian & Director, was also present.

Mr. O'Reilly called the meeting to order at 12:53 p.m.

Upon a motion by Mr. Cobey, seconded by Mr. Flamm, the minutes of the April 13, 2017 and were approved unanimously as written.

The librarian's report was presented just prior to this meeting, during the meeting of the Cincinnati Law Library Association and was, therefore, not presented again.

Next, John Cobey made a motion to accept and to formally thank the Cincinnati Law Library Association for their donation of \$150,000 for Law Library renovations. Justin Flamm seconded and the motion passed unanimously.

Next, John Cobey made a motion that anyone who donates \$10,000 or more to the Law Library renovations would have a room named after them. There was no second on the motion and it did not carry.

Next, John Cobey made a motion to name a room for Jim O'Reilly in recognition of his service to the Board. There was no second at this time and the motion did not carry.

Next, Lauren Morrison provided a detailed report on the success of the bundled membership with the CBA. The Board expressed favorability in continuing the arrangement if the CBA would like to continue pursuing it next year.

Next, Lauren Morrison presented a proposal for collaboration with the Public Library of Cincinnati and Hamilton County, which would allow our subscribers to return books to their drive-up window during their business hours, pending approval from management at PLCH. Justin Flamm made a motion to approve the proposal and Michael Florez seconded. The motion passed unanimously. Ms. Morrison will pursue this with PLCH.

The renovations update was presented just prior to this meeting, during the meeting of the Cincinnati Law Library Association and was, therefore, not presented again.

Ms. Morrison presented one contract for ratification. This was the contract with AVI Systems, Inc. for technical support for our Polycom video-conferencing system. Mr. Flamm moved to ratify, Mr. Florez seconded and the motion passed unanimously.

Ms. Morrison then provided an update on issues with Westlaw content and thanked the prosecutor's office for assistance in working through the problems and addressing them with West.

Ms. Morrison then advised the Board again of the departure of our library assistant and the decision not to fill the position, but to reassign duties to existing staff. No Board action was required at this time.

Next, Ms. Morrison initiated a discussion of staff salaries. John Cobey moved to go into executive session and Justin Flamm seconded and the motion passed unanimously. The Board went into executive session at 1:08pm and resumed regular session at 1:15pm.

Next, Ms. Morrison submitted the proposed 2018 Library Budget for Board approval. Ms. Morrison indicated that the proposal reflected the decision not to fill the Library Assistant position, and included funding for potential salary adjustments for staff, if the Board would choose to approve those adjustments at a later date. Ms. Morrison also indicated that the lines reflected a trending reduction in revenue from Municipal Court for the first half of 2017, and noted that some cuts in services would be required to achieve the numbers presented. Ms. Morrison provided information about our Lexis for Solos program, which only currently has 14 participants, despite marketing efforts. Michael Florez moved to drop the Lexis for Solos program and Justin Flamm seconded. The motion passed 3-1 with John Cobey voting no. Jim O'Reilly moved to accept the proposed 2018 budget and Justin Flamm seconded. The motion passed unanimously.

Lauren Morrison described a recent patron interaction where she banned a public patron from the library for violating library policies against disruptive behavior, with the support of the Hamilton County Sheriffs. Jim O'Reilly provided proposed updated policy language that clarified that the Director has a right to ban individuals for extreme disruption or repeated misconduct. Justin Flamm made a motion to approve the proposed language with the removal of the second paragraph and the addition of the words "by the director" after the words "may be banned." Michael Florez seconded and the motion passed unanimously. Michael Florez made a motion to ratify Ms. Morrison's decision to ban the patron. Justin Flamm seconded and the motion passed unanimously.

There being no other business before the Board, Mr. Florez moved adjournment of the meeting at 1:28 p.m. The motion was seconded by Mr. Flamm and passed unanimously.

Minutes respectfully submitted,



Lauren Morrison
Law Librarian & Director